

December 4, 2003

I. CALL TO ORDER

Chairman Cardoso called a Rules Management Committee of the Whole Meeting of the School Committee to order in the superintendent's conference room at 181 Washington Street at 7:10 p.m., to discuss the Policy Manual Revisions, Waiver Process (Question 2), and Overnight School Sponsored Student Travel.

II. ROLL CALL

Present were Ms. Cardoso, Ms. Harris, Ms. Bauer, Mr. Sullivan (arrived at 7:34 p.m.), Ms. Taylor, Ms. Murray (arrived 7:25 p.m.), and Ms. Rossetti.

Mayor Gay and Alderman O'Donovan were absent.

Also present were Dr. Albert F. Argenziano, Superintendent of Schools and four members of the audience.

III. Policy Manual Revisions

Ms. Taylor brought the item of policy manual revisions to the attention of the school committee for the purpose of review. She informed members when recently referring to a policy item, she noticed it contained out-of- date information. It was decided the committee would meet, after January 1, 2004, to review the *Somerville Public Schools Policy Manual*, which consists of approximately fourteen sections. Members would divide the sections, share in the review, and make any revisions and/or changes necessary.

IV. Waiver Process (Question 2)

Dr. Argenziano provided to members the Department of Education Working Draft on Question 2 and referred to item #8: *Who has authority to issue waivers?* and discussed the last section with members [The district's guidelines may, but are not required to, contain an appeals process for parents whose waiver requests are denied by school officials. However, the final decision on waiver requests remains with the district].

The Superintendent informed the committee of the additions he made to The Somerville Public Schools English Language Learners Waiver Request Form / 2003-2004 School Year, concerning the Appeals Process, Steps I and II, as follows:

Step I: Transition team consults with parents and makes a recommendation to District Administrator for Student Services

Step II: Parents meet with Superintendent of Schools

Dr. Argenziano explained to members he would like the committee to consider this revision as short term, to see how it works, and then revisit this process in March or April 2004 for any necessary changes. Discussion followed.

Thursday, December 4, 2003 – Rules Management Committee of the Whole Meeting

MOTION: Ms. Taylor made a motion, seconded by Ms. Rossetti To approve the revised Somerville Public Schools English Language Learners Waiver Request form, 2003-2004 school year, Appeals Process – Steps I and II. The motion was approved by voice vote.

Dr. Argenziano informed the committee he would notify Ms. Sarah Slive Davila, Outreach Consultant, and the transition team that the appeals process has been added to the bottom of the Waiver Request form and if they need to make use of this process, it is now available.

V. Overnight School Sponsored Student Travel

A draft *Model Policy for Late Night & Overnight School Sponsored Student Travel*, provided by the Department of Education was provided to School Superintendents for review with their school board. Committee members and Dr. Argenziano reviewed and shared input on the draft model policy and sections discussed included the trip approval process, transportation, i.e. the use of vehicles, and CORI regulations on individuals providing school related transportation to children.

MOTION: Ms. Murray made a motion, seconded by Ms. Taylor, to approve the Model Policy for Late Night and Overnight School Sponsored Student Travel. Discussion followed.

FRIENDLY

AMENDMENT: Ms. Taylor made a friendly amendment to the revise section III. B. Transportation, #1 of the model policy to read: the use of private vehicles for trips planned to include late night or overnight student travel should be avoided. Such trips should generally use commercial motorcoaches or school department vehicles driven by school department personnel. The amended motion was approved by voice vote.

V. ADJOURNMENT

The meeting was adjourned at 8:15 p.m. by voice vote.

Dr. Albert F. Argenziano
Secretary